**RISe Conflict of Interest (COI) Request**

|  |  |
| --- | --- |
| Entered date |  |
| Requested by: |  |
| Forms / Systems affected*\*\* check all that apply* |

|  |  |
| --- | --- |
| COI Reports (for Departments/Faculty) |  |
| RWI |  |
| Human Ethics |  |
| Other (Please Specify) |  |

  |
| Describe the issue or new requeste.g. Feature Request, Bug, Content (link update) |  |
| Solution (if known) as per business expectation/process: |  |
| RISe issue location(s)(e.g. Section Number or Box # in COI Form) |  |
| Guidance Notes text (please include Section Number or Box #) |  |
| Priority 1-5 (1 - highest and 5 – lowest) |  |
| Additional Notes and/or Screenshot(s) |  |

For additional COI questions – please reach out to conflict.of.interest@ubc.ca